Student Services

**Advising & Counseling** - for help with academic and career planning.
- www.cptc.edu/advising
- Office Hours: Mon - Thur 8:00 AM - 5:00 PM | Fri 9:30 AM - 4:30 PM
- Phone: 253-589-5548
- Email: advising@cptc.edu
- Zoom: www.cptc.edu/virtual

**Entry Services (Welcome Center)** - for general questions about CPTC, help getting started, tours, or recruitment/outreach.
- www.cptc.edu/apply
- Office Hours: Mon - Thur 8:00 AM - 5:00 PM | Fri 9:30 AM - 5:00 PM
- Phone: 253-589-5800
- Email: admissions@cptc.edu
- Zoom: www.cptc.edu/virtual

**Enrollment Services** - for help with admissions, registration, student records, transcripts, completions, and residency classifications.
- www.cptc.edu/enrollment-services
- Office Hours: Mon - Thur 8:00 AM - 5:00 PM | Fri 9:30 AM - 5:00 PM
- Phone: 253-589-5666
- Email: studentrecords@cptc.edu
- Zoom: www.cptc.edu/virtual

**Disability Resources for Students** - help for students with disabilities seeking approved accommodations.
- www.cptc.edu/disabilities/student
- Office Hours: Mon - Thur 8:00 AM - 5:00 PM | Fri 9:30 AM - 5:00 PM
- Phone: 253-589-5767
- Email: disabilityresources@cptc.edu
- Zoom: www.cptc.edu/virtual

**International Education Programs** - for international students seeking help with academic planning, registration, and immigration.
- www.cptc.edu/international
- Phone: 253-589-6089
- Email: international@cptc.edu | yuko.chartraw@cptc.edu | hiroe.une@cptc.edu
- Zoom: www.cptc.edu/virtual

**Testing Center** - for questions about testing (Accuplacer, GED, PAX, ASE, etc.)
- www.cptc.edu/testing
- Office Hours: Mon - Thur 8:30 AM - 4:00 PM | Fri 9:30 AM - 4:00 PM
- Phone: 253-589-6035
- Email: testing@cptc.edu
Funding Programs

**Student Aid & Scholarship (Financial Aid)** - for help with financial aid, workstudy, loans, and FAFSA/WAFSA.
- www.cptc.edu/financial-aid
- Office Hours: Mon - Thu 8:00 AM - 5:00 PM | Fri 9:30 AM - 5:00 PM
- Phone: 253-589-5660
- Email: finaid@cptc.edu
- Zoom: www.cptc.edu/virtual

**Workforce Development Eligibility** - help for new and continuing students interested in or receiving BFET, WorkFirst, Opportunity Grant, and DSHS compliance/participation.
- www.cptc.edu/workforce-development
- Office Hours: Mon - Fri 8:00 AM - 5:00 PM
- Phone: 253-589-4311
- Zoom: www.cptc.edu/virtual

**Veterans Business Office** - for help with VA education benefits and other veteran services.
- www.cptc.edu/veterans
- Office Hours: Mon - Thu 8:00 AM - 5:00 PM | Fri 9:30 AM - 5:00 PM
- Phone: 253-589-5581
- Email: vaoffice@cptc.edu | glenda.epps@cptc.edu | dianetta.ladson@cptc.edu
- Zoom: www.cptc.edu/virtual

**Foundation** - for help with scholarships and emergency assistance application, and to donate to support students.
- http://friendsofcloverpark.org/cptc-foundation-scholarships/
- Phone: 253-589-6082
- Email: foundation@cptc.edu
- Zoom: www.cptc.edu/virtual

**Workstudy** - for help with workstudy eligibility, application, and other questions.
- www.cptc.edu/financial-aid/work-study
- Phone: 253-589-5802 (Monica Selby-Blissenbach)
- Email: monica.selby-blissenbach@cptc.edu
**STUDENT HELP SERVICES**

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### Student Help

**Student Email** - for help with student email account log-in and use.
- www.cptc.edu/email-help
- Office Hours: Mon - Fri 7:30 AM - 4:00M
- Phone: 253-589-5820
- Email: lisa.cutler@cptc.edu

**eLearning (CANVAS)** - for help with CANVAS log-in, use, and technical support.
- www.cptc.edu/canvas-help
- Office Hours: Mon - Fri 7:30 AM - 4:00 PM
- Phone: 253-589-4534 or 253-589-5820
- Email: cindy.overton@cptc.edu | lisa.cutler@cptc.edu

**Tutor Center** - for help with classwork in CPTC Math and English courses.
- www.cptc.edu/tutoring | etutoringonline.org
- Virtual Tutoring Hours: Mon - Fri 9:00 AM - 4:30 PM | Open late on Wednesday until 6:00 PM
- Zoom: www.cptc.edu/virtual

**Bus Pass/Food Pantry/Student ID cards** - for questions and help applying for bus passes, food pantry, student ID cards, and student engagement opportunities.
- www.cptc.edu/studentlife
- Phone: 253-589-5780 | 253-589-5762 | 253-589-5735
- Email: involvement@cptc.edu | story.gilmore@cptc.edu | jessica.wallack@cptc.edu | alysia.bean@cptc.edu
- Zoom: www.cptc.edu/virtual

**Wi-Fi** - for help accessing student Wi-Fi.
- www.cptc.edu/mycc/wifi
- Remote Assistance: Mon - Thur 7:30 AM - 4:00 PM | Fri 7:30 AM - 4:00 PM (Email Support Only)
- Phone: 253-589-5820
- Email: lisa.cutler@cptc.edu
- Wi-Fi Hotspot Locations: www.driveinwifi.wa.gov

**Tech Help Desk for Students** - for help with Chromebook issues.
- Remote Assistance: Mon - Thur 8:00 AM - 12:00 PM | Fri 9:00 AM - 12:00 PM
- Phone: 253-589-6020
- Email: techhelp@student.cptc.edu

**Hayes Childcare** - for childcare needs.
- www.cptc.edu/childcare
- Summer Quarter Childcare Hours: Mon - Fri 7:30 AM - 4:00 PM
- Phone: 253-589-5531 | Email: hayes@cptc.edu
Paying Tuition & Fees

Pay for CPTC - for ways to pay for education at CPTC.
- www.cptc.edu/pay-for-cptc

Tuition Installment Plan (TIP) - for help with payment options.
- www.cptc.edu/tip
- Phone: 253-589-5651
- Email: tip@cptc.edu

Cashier - for payments.
- www.cptc.edu/mycc, click on 'Pay Online'
- Office Hours: Mon - Fri 7:30 AM - 4:15 PM
- Phone: 253-589-5505
- Email: regina.scanlan@cptc.edu
- Payments can be made:
  1. Online at www.cptc.edu/mycc, click on 'Pay Online'
  2. In-person at building 17, Lakewood Campus
  3. By phone by calling 253-589-5505